

Checklist for the Transfer Student

- 🦋 **Attend the earliest possible Transfer Orientation session. The longer you wait, the fewer course options you may have.**
- 🦋 If you are employed during the semester try to work fewer hours. You will need to accomplish more out-of-class studying and participating in experiential opportunities.
- 🦋 Learn the services available through the Web:
 - e-mail
 - access to course material and grades
 - course schedules
 - degree requirements
 - university calendar/deadlines
- 🦋 Find out how to sign up for a tutor even if you don't think you'll need one.
- 🦋 Write down all university academic deadlines in your student planner.
- 🦋 Learn where everything is on campus physically:
 - buildings
 - advisors
 - classes
 - tutoring centers
 - health center
 - computer labs
- 🦋 Create a binder or electronic folder to store all handouts and information relating to academic policies and advising.
- 🦋 Look over department, college and university policies. Inquire if you have any questions.
- 🦋 Ask advisor about:
 - registration process
 - your degree audit and transfer credits
 - student clubs related to your dept/major/career interests
 - research opportunities on campus and in the community
 - transition courses and supplemental instruction services
 - opportunities to join a peer group of students that have also transferred from community colleges
- 🦋 Visit your career services office.
- 🦋 Attend a department social event or research seminar.
- 🦋 Attend a career fair.
- 🦋 Look over materials from the science prerequisite courses for the course you will be taking at the university. Make sure you are comfortable with and knowledgeable of all the subject areas. If not, seek advice from advisors or the faculty in those courses about how you can bridge the gap.
- 🦋 GO TO CLASS. Even IF the instructor won't know if you are there, it makes a DIFFERENCE.
- 🦋 Get to know and exchange contact information with at least two people in every class that you are in.
- 🦋 Approach instructors and/or teaching assistants with questions on material you find difficult to understand.
- 🦋 Determine the office hours of each of your instructors and make a visit to each of them.
- 🦋 Keep in touch with your community college instructors. They may be good mentors and references even beyond your graduation.